



Mission Oriented  
Business Integrated Services

# MOBIS

Carney, Inc.: GS-02F-0137S

General Services Administration  
Federal Acquisition Service  
Authorized Federal Supply Schedule Price List  
FSC Group 874, Class R499  
The Professional Services Schedule (PSS) – 00CORP

Contract Number: GS-02F-0137S

Period Covered by Contract:  
April 25, 2006 through April 24, 2021

Business Size: Small Business

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Alexandria, VA 22314  
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Contract Administrator: Allen Price  
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On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™, a menu-driven database system. The Internet address for GSA Advantage!™ is <http://www.gsaadvantage.gov>. For more information on ordering from Federal Supply Schedules click on the FAS Schedules button at <http://www.gsa.gov/fas>.



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## ORDERING INFORMATION

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### Ordering Information

- 1a. Awarded Special Items Number:  
*Special Item Number 874-1 Integrated Consulting Services*  
*Special Item Number 874-4 Training Services*  
*Special Item Number 874-7 Integrated Business Program Support Services*
- 1b. Lowest Price Labor Category: *Please see attached labor category descriptions.*
- 1c. Description of all commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services.  
*Please see attached labor category descriptions.*
2. Maximum Order: Contractor is not obliged to accept any order in excess of \$1,000,000, but is permitted to do so.
3. Minimum Order: *\$100*
4. Geographic Coverage: *Worldwide, 48 contiguous states plus Alaska, Hawaii, and Puerto Rico*
5. Point of Production: *Not Applicable*
6. Discount: *Prices shown herein are Net (discount deducted)*
7. Quantity Discounts: *None*
8. Prompt Payment Terms: *None*
- 9a. Government purchase cards are accepted at or below the micro purchase threshold.
- 9b. Government purchase cards are accepted above the micro purchase threshold.
10. Foreign Items: *Not Applicable*
- 11a. Time of Delivery: *As specified in individual task orders*
- 11b. Expedited Delivery: *As specified in individual task orders*
- 11c. Overnight and 2nd Day Delivery: *As specified in individual task orders*
- 11d. Urgent Requirements: *As specified in individual task orders*
12. F.O.B Point: *Destination*



13a. Ordering Address:

*Carney, Inc.  
100 N. Pitt St., Suite 240  
Alexandria, VA 22314*

- 13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3. The ordering procedures for supplies and services, information on BPAs, and a sample BPA can be found at the GSA Schedule homepage at <http://www.gsa.gov/schedules>.

14. Payment Addresses:

Payment by Check:

*Carney, Inc.  
Attn: Accounts Receivable  
100 N. Pitt St., Suite 240  
Alexandria, VA 22314*

Payment via Wire Transfer Payment via Check/U.S. Mail

*Company Name: Carney Inc.  
Financial Institution: United Bank  
9-Digit ABA routing number: see invoice  
Telegraphic abbreviation: United Fairfax  
Account number: see invoice*

ACH Payments:

*Carney Inc.  
United Bank  
9-Digit ABA routing number: see invoice  
Account number: see invoice*

15. Warranty Provisions: *Not Applicable*
16. Export Packing Charges: *Not Applicable*
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level): *None SEE ABOVE*
18. Terms and Conditions of rental, maintenance, and repair: *Not Applicable*
19. Terms and Conditions of Installation: *Not Applicable*
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: *Not Applicable*



- 20a. Terms and Conditions for any other services: *Not Applicable*
- 21. List of service and distribution points: *Not Applicable*
- 22. List of participating dealers: *Not Applicable*
- 23. Preventative Maintenance: *Not Applicable*
- 24. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: *Not Applicable*
- 25. Data Universal Number System (DUNS) number: *869205930*
- 26. Notification regarding registration in System for Award Management (SAM) database:  
Registered CAGE Code: *1YYZ3*

## LABOR CATEGORY DESCRIPTIONS

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### *Notes Applicable to All Labor Categories:*

1. A Master's degree may be substituted for two years of experience.
2. A doctoral degree may be substituted for an additional two years of experience.
3. Each project-related functional Certification may be substituted for two years of college or two years of experience.
4. Experience in general must be professional and job related, though it need not be in the specific area of the employee's responsibility. Additional experience substituted for education must be in the area of the employee's responsibility.
5. Four years' experience is equivalent to a Bachelor's Degree.
6. One year of college is equivalent to one year of experience.

### **SIN 874-4**

#### **Senior Client Manager**

Education: Master's degree in engineering, business, computer science and/or mathematics.

Functional Responsibilities: Responsible for overall direction, control, budgeting, and reporting of multiple consulting engagements. Provides technical and management guidance to ensure all technical, schedule, service, and cost objectives are achieved successfully. Responsible to provide client interface. Responsible to develop project documentation including budgets, project schedules and various planning and implementation documents. Responsible to manage multiple project teams simultaneously. Responsible to determine and acquire engagement resources to complete projects including personnel, computers, and materials. Develops proposal plans/work plans for new projects including schedules, budgets, personnel, and material take-offs.

Experience: 10+ years of experience in a technical, consulting and/or management discipline. Experience with managing and leading consulting engagements associated with the various phases of a project life cycle including strategic plans, cost-benefit analyses, system specifications, test plans, implementation plans, and life cycle support plans. Experience with cost, budget, and schedule planning, executing and reporting and managing projects to those plans. Working knowledge of computer operations including Microsoft Excel, Word, Power Point and Project. Demonstrated leadership skills in planning, organizing, leading and controlling various types of projects simultaneously, consisting of in-house staff and external subcontractors and consultants. Possesses excellent oral and written communication skills.

#### **Senior Subject Matter Expert**

Education and Experience: Master's Degree plus 10 years related experience in instructional design, instructional technology, learning development, and learning analysis.

Functional Responsibilities: Possesses in-depth, demonstrated, and recognized expertise in a highly specialized, esoteric field. The individual possesses unique credentials that are not readily available nationally, and supports complex and critical efforts by providing unique subject matter expertise in specific business, functional, technical, professional or policy areas. The position requires the ability to identify underlying business, management, scientific, technical, programmatic, operational, and policy issues, and to provide expert analysis and recommended courses of action for major programs/projects. Responsibilities relate to business, management, research, technology assessment, concept formulation, development or production, and include advising senior level/executive level personnel on high level, highly complex topics, within a specific sphere of expertise; conducting expert analysis and providing assessment and recommended courses of action to major program/project activities. May be called upon to

prepare and or present high-level briefings of innovative technological or strategic goals. Generally the Senior Subject Matter Expert has attained high levels of authority and recognition as a source of specialized expertise within the business or scientific community.

**Digital Artist 2**

Education: Bachelor's degree.

Functional Responsibilities: Develops digital images, interactive illustrations in support of consulting engagements and the training products that support the consulting engagements.

Experience: 3+ years of experience in producing digital graphics for PowerPoint and multimedia applications. 1+ years experience in producing multimedia graphics for web-deployed products, including experience in using Internet technologies such as Flash and/or Fireworks programs. Demonstrated experience in software applications, including Adobe Photoshop and Illustrator, and vector based packages such as Macromedia Flash.

**Digital Artist 3**

Education: Bachelor's degree in Fine Arts

Functional Responsibilities: Develops digital images, interactive illustrations in support of consulting engagements and the training products that support the consulting engagements.

Experience: 4+ years of experience in producing digital graphics for PowerPoint and multimedia applications. 2+ years experience in producing multimedia graphics for web-deployed products, including experience in using Internet technologies such as Flash and/or Fireworks programs. Demonstrated experience in software applications, including Adobe Photoshop and Illustrator, and vector based packages such as Macromedia Flash.

**Digital Artist 4**

Education: Bachelor's degree in Fine Arts.

Functional Responsibilities: Interacts with clients to transfer client vision / intent into visual concepts, and directs the creative consulting team to convert the concepts into moderate to highly sophisticated digital images in both still and animated formats. Provides visual design thought leadership and consultative support. Develops highly sophisticated, digital images in both still and animated formats. Manages multiple visual team projects and personnel.

Experience: 6+ years of experience in producing digital graphics for multimedia applications. 5+ years' experience in producing multimedia graphics for web-deployed products, including experience in using Internet technologies such as Flash and/or Fireworks programs. Demonstrated experience and proficiency in creative design software applications for business and training development and use.

**Instructional Designer 1**

Education: Bachelor's degree in social sciences, business or academics.

Functional Responsibilities: Responsible for the assessment, development, design and evaluation of training programs and/or training materials in support of consulting engagements. Responsible to develop and design instructional materials in various delivery formats including paper-based and computer-based formats. Responsible to conduct post-training evaluations using the Level 4 Kirkpatrick Model.

Experience: 3+ years of experience in a designing, developing and administering education and training programs. 1+ years of experience in developing instructional materials in various delivery formats including paper-based and computer-based delivery platforms. Familiarity of learning theory and the principles of learning theory. Experience with the Instructional Systems

Development (ISD) model in developing new and/or revised instructional materials. Possesses excellent oral and written communication skills.

### **Instructional Designer 2**

Education: Bachelor's degree in social sciences, business or academics.

Functional Responsibilities: Responsible for the assessment, development, design and evaluation of training programs and/or training materials in support of consulting engagements. Responsible to develop and design instructional materials in various delivery formats including paper-based and computer-based formats. Responsible to conduct post-training evaluations using the Level 4 Kirkpatrick

Experience: 4+ years of experience in a designing, developing and administering education and training programs. 2+ years of experience in developing instructional materials in various delivery formats including paper-based and computer-based delivery platforms. Familiarity of learning theory and the principles of learning theory. Experience with the Instructional Systems Development (ISD) model in developing new and/or revised instructional materials. Possesses excellent oral and written communication skills.

### **Instructional Designer 3**

Education: Bachelor's degree in social sciences, business or academics.

Functional Responsibilities: Manages learning consultant resources across multiple design initiatives in support of consulting engagements. Responsible for the assessment, development, design and

evaluation of training programs and/or training materials. Responsible to develop and design instructional materials in various delivery formats including paper-based and computer-based formats. Responsible to organize, plan and deliver instructional events including group and individual training sessions (i.e., training-the-trainer). Responsible to conduct post-training evaluations using the Level 4 Kirkpatrick Model.

Experience: 8+ years of senior-level experience in a designing, developing and administering education and training programs. 6+ years of experience in developing instructional materials in various delivery formats including paper-based and computer-based delivery platforms. Knowledge of learning theory and the principles of learning theory. Experience managing other ISO resources assigned (.0 large projects. Experience with the Instructional Systems Development (ISD) model in developing new and/or revised instructional materials. Experience conducting training sessions. Possesses excellent oral and written communication skills.

### **Instructional Designer 4**

Education: Master's degree in social sciences, business or academics.

Functional Responsibilities: Acts as lead learning architect across multiple CW designs and provides instructional design leadership across all learning consulting teams and resources in support of consulting projects. Responsible for the assessment, development, design and evaluation of training programs and/or training materials. Responsible to develop and design instructional materials in various delivery formats including paper-based and computer-based formats. Responsible to organize, plan and deliver instructional events including post-training evaluations using the Level 4 Kirkpatrick Model. Responsible to develop various types of instructional materials including, but limited to instructor guides, student guides, requirements analyses, training evaluation reports, and job-aids.

Experience: 10+ years of senior-level experience in a designing, developing and administering education and training programs. 8+ years of experience in developing instructional materials in



various delivery formats including paper-based and computer-based delivery platforms. Knowledge of learning theory and the principles of learning theory. Experience with the Instructional Systems Development (ISD) model in developing new and/or revised instructional materials. Experience formulating teaching outlines and determining instructional methods, utilizing knowledge of specified training needs and effectiveness of such methods as individual training, group instruction, lectures, demonstrations, conferences, meetings, and workshops. Experience conducting training sessions. Possesses excellent oral and written communication skills.

**Quality Assurance Specialist 2**

Education: Bachelor's degree in computer science, MIS, math, engineering, or business.

Functional Duties: Performs requirement and data analysis, and quality checks.

Experience: This Position requires 2+ years' experience working with quality control methods and tools. Must be capable of evaluating software and associated documentation. Participates in formal and informal reviews to determine quality and, in the development of software, quality assurance plans.

**Quality Assurance Specialist 3**

Education: Bachelor's degree in computer science, MIS, math, engineering, or business.

Functional Duties: Performs requirement and data analysis, and quality checks, and development of quality assurance plans.

Experience: This Position requires 4+ years' experience working with quality control methods and tools. Must be capable of evaluating software and associated documentation. Leads formal and informal reviews to determine quality and, in the development of software, quality assurance plans. Develops quality standards.

**Software Engineer 2**

Education: Bachelor's degree in computer science, MIS, math, engineering, or business.

Functional Duties: Performs requirement and data analysis, data modeling, diagramming, and solution development to support consulting engagements.

Experience: This position requires 2+ years of experience in a technical lead position in the following areas: workflow and supply chain design and implementation, data modeling, requirements analysis and development. Typical products include requirement definitions and analysis, database diagrams and schema (ER diagrams), database design and development, and data flow diagrams. Familiarity with a wide range of technology and process products and tools across a variety of organizations.

**Software Engineer 3**

Education: Bachelor's degree in computer science, MIS, math, engineering, or business.

Functional Duties: Performs requirement and data analysis, data modeling, diagramming, and solution development to support consulting engagements.

Experience: This position requires 6+ years of experience in a technical lead position in the following areas: workflow and supply chain design and implementation, data modeling, requirements analysis and development. Typical products include requirement definitions and analysis, database diagrams and schema (ER diagrams), database design and development, and data flow diagrams. Familiarity with a wide range of technology and process products and tools across a variety of organizations



#### **Software Engineer 4**

Education: Bachelor's degree in computer science, MIS, math, engineering, or business.

Functional Duties: Provides technical leadership and front-end consultative support. Performs requirement and data analysis, data modeling; diagramming; and solution development to support consulting engagements.

Experience: This position requires 10+ years of experience in a senior level technical position requiring independent judgment and technical discretion in the following areas: workflow and supply chain design and implementation, data modeling, requirements analysis and development. Typical products include requirement definitions and analysis, database diagrams and schema (ER diagrams), database design and development, and data flow diagrams. Familiarity with a wide range of technology and process products and tools across a variety of organization. Experience in evaluating, documenting, augmenting, and improving enterprise-wide information needs. Familiarity with a wide range of products, systems, and methodologies that provide efficient and cost effective data solutions for large organization.

#### **SIN 1&7**

##### **Graphic Artist**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of one (1) years or equivalent substitution.

Functional Responsibilities: Formats digital images and interactive illustrations in support of consulting engagements and the training products that support the consulting engagements.

##### **Technical Writer/ Editor**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of four (4) years or equivalent substitution.

Functional Responsibilities: Revises, formats, and edits reports, articles, manuals, specifications, presentation materials, and other technical documents, using rough outlines and materials. Applies knowledge of documentation content and format standards to edit and publish materials.

##### **Management Analyst I**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of four (4) years or equivalent substitution.

Functional Responsibilities: Guides and assists clients through a wide range of analysis, management, organizational and business improvements and initiatives by applying human capital strategies, methodologies, and principles. Duties can include: development of business methods for problem solving, process change, solutions implementation, best practice identification, performance measurement assessment and research, collect and verify data and translates into strategic and operational guidance. Can provide group facilitation, interviewing, training and other forms of knowledge transfer. Areas of focus include but are not limited to business transformation, organizational analysis/performance management, leadership development, knowledge management, coaching/mentoring, business process-re-engineering and modeling, and change management, and quality improvements.

##### **Management Analyst II**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Guides and assists clients through a wide range of analysis, management, organizational and business improvements and initiatives by applying human

capital strategies, methodologies, and principles. Duties can include: development of business methods for problem solving, process change, solutions implementation, best practice identification, performance measurement assessment and research, collect and verify data and translates into strategic and operational guidance. Can provide group facilitation, interviewing, training and other forms of knowledge transfer. Areas of focus include but are not limited to business transformation, organizational analysis/performance management, leadership development, knowledge management, coaching/mentoring, business process-re-engineering and modeling, and change management, and quality improvements.

**Management Analyst III**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of seven (7) years or equivalent substitution.

Functional Responsibilities: Senior expert that possesses demonstrated knowledge, extensive experience in the development of solutions, recommendations, or outcomes across multiple complex tasks in multiple organizations. Is responsible for providing leadership and vision to client and project teams and serves as a key facilitator between multiple teams to achieve objectives of complex efforts. Duties can include definition of project objectives and guiding clients through a wide range of analysis, management, organizational and business improvements and initiatives by applying human capital strategies, methodologies, and principles. Can develop business methods for problem solving, process change, and solutions implementation. Identifies best practices, assesses performance measurement and researches, collects and verifies data and translates it into strategic and operational guidance. Can provide group facilitation, interviewing, training and other forms of knowledge transfer. Areas of focus include but are not limited to business transformation, organizational analysis/performance management, leadership development, knowledge management, coaching/mentoring, business process-re-engineering and modeling, and change management, and quality improvements.

**Project Manager**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of five (5) years or equivalent substitution.

Functional Responsibilities: Manages and oversees work performance task orders or manages a portion of a larger task. Duties can include preparation and maintenance of the project schedule and budget, and coordination of contractor staff. Can prepare and deliver status reports to the client. Can serve as primary point of contract for the client.

**Junior Management Analyst**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of one (1) year or equivalent substitution.

Functional Responsibilities: Under the guidance of a Management Analyst, architect, or other manager, guides and assists clients through a wide range of analysis, management, organizational and business improvements and initiatives by applying human capital strategies, methodologies, and principles. Duties can include development of business methods for problem solving, process change, and solutions implementation; best practices identification, performance assessment and measurement, as well as research, collect, verify, and translate data it into strategic and operational guidance. Can provide or assist in group facilitation, interviewing, training and other forms of knowledge transfer. Areas of focus include but are not limited to business transformation, organizational analysis/performance management, leadership development, knowledge management, coaching/mentoring, business process-re-engineering and



modeling, and change management, and quality improvements.

**Junior Instructional Designer**

Minimum Education: Bachelor's Degree or equivalent substitution.

Minimum Experience: Minimum of one (1) year or equivalent substitution.

Functional Responsibilities: Designs and develops instructional material for customer training courses that support business functions and technical products. Works with SMEs to identify what students need to learn, develop learning objectives, and ensure that the content matches those objectives. Revises and structures content and activities to shape them for learning needs. Develops student and instructor materials.



## AUTHORIZED GSA RATES

*These are Carney site rates. Customer site rates are 10 percent lower than contractor site rates.*

### SIN 874-4

April 25, 2016 – April 24, 2021

Labor Category	Carney Site	Client Site
Senior Client Manager	\$204.96	\$183.81
Senior Subject Matter Expert	\$204.96	\$183.81
Digital Artist 2	\$95.19	\$85.37
Digital Artist 3	\$117.13	\$105.05
Digital Artist 4	\$179.14	\$160.67
Instructional Designer 1	\$116.53	\$104.51
Instructional Designer 2	\$126.92	\$113.83
Instructional Designer 3	\$163.96	\$147.06
Instructional Designer 4	\$198.89	\$178.37
Quality Assurance Specialist 2	\$79.33	\$71.14
Quality Assurance Specialist 3	\$126.92	\$113.83
Software Engineer 2	\$123.75	\$110.98
Software Engineer 3	\$174.59	\$156.58
Software Engineer 4	\$208.00	\$186.54



**SIN 874-1/ 874-7**  
April 25, 2016 – April 24, 2021

Labor Category	Carney Site	Client Site
Junior Instructional Designer	\$69.88	\$62.89
Graphic Artist**	\$66.42	\$59.78
Technical Writer/Editor**	\$49.28	\$44.35
Project Manager	\$161.04	\$144.94
Junior Management Analyst	\$93.97	\$84.57
Management Analyst I	\$132.15	\$118.94
Management Analyst II	\$155.79	\$140.21
Management Analyst III	\$175.95	\$158.36



### SERVICE CONTRACT ACT MATRIX

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Graphic Artist	15080- GRAPHIC ARTIST	2005-2103
Technical Writer/Editor	30461-TECHNICAL WRITER I	2005-2103

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix and above. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.